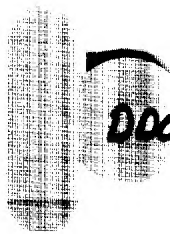


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DDO



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DDO SUMMARY

Executive Positions (GS 15-17) 25X1

Projected Vacancies

FY 79 25X1
FY 80
FY 81

Accuracy of Last Year's Projection Underestimated 25X1

Executive List (GS 15-17) 25X1

Projected FY 79 Retirements/Resignations

GS 16-17 25X1

Projected Retirement Rate, GS-16 Up 25X1

Executive Development Roster FY 79-81

	<u>Number</u>	<u>% ODS</u>
GS-15	<input type="text"/>	25X1
GS-14		
GS-13		

Ratio of Developmental Experiences to Officers
on the EDR 25X1

% of Planned Developmental Experiences Achieved
Last Year 25X1

Ratio of Executive Development Roster to Executive
Positions 25X1

25X1

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DDO SUMMARY

The DDO reports that currently [] of its executive positions are staffed by officers considered to be fully qualified. After the FY 1979 transfers from the Executive Development Roster to the Executive List are added to the pool, the Directorate will still be [] qualified officers short. In addition, there are [] projected GS-16 and GS-17 retirements/resignations for FY 79, bringing the shortage

25X1

25X1

25X1

[] If all GS-15's on the Executive Development Roster are considered, the DO still has a shortage of officers to fill executive positions. Only 2/3 of these GS-15's will be considered fully qualified this fiscal year, hence the statistics provided by the Career Service indicate that there will be a heavy reliance on all of them and on some GS-14's as well to satisfy requirements.

25X1

The figures on the chart for the DDO are based only on an analysis of the Directorate summary prepared by DDO/CMS. It should be noted that the component submissions do not support the Directorate summary. Because the Directorate did not use the standard format and instructions, the Office of Personnel cannot completely analyze the data. It can only be assumed that DDO/CMS has additional information which permitted them to reconcile the discrepancies between the component submissions and the overall report.

The lists of projected vacancies and of officers on the Development Roster could not be analyzed in the same manner as the other directorate submissions, again because of the non-standard format and instructions used in their preparation. A detailed analysis of selected

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small sections of the report suggest that the DO will have adequate human resources to fill projected vacancies in the near future, although some other executive positions will continue to be filled by less than fully-qualified officers. As suggested last year, the Executive Development Roster lists assignments [REDACTED]

25X1

[REDACTED] without further specificity, as developmental action. There are a number of individuals who are listed as having the potential to serve in more than one area division, but there is no indication of whether or not the proposals have been coordinated by CMS or by the divisions involved. A review of the entire Personnel Development Program would required the DDO to reorganize the material.

RECOMMENDATION: The ratio of officers on the Executive Development Roster [REDACTED] appears low, particularly in view of the [REDACTED] ratio of already qualified officers to these positions. Because of the long range staffing implications of such a low ratio, it is recommended that the Directorate review criteria for identifying individuals for the Roster with a goal of increasing the identification of junior officers who may have executive potential.

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DDO OFFICE SUMMARIES

O/DDO

25X1 [] vacancies projected for FY 80. No candidates identified and
no officers on the EDR.

CIS

25X1 [] vacancies projected: [] 25X1
25X1 Chart V claims [] candidates but no names are listed. [] officers 25X1
25X1 are listed on the EDR, [] with a firm assignment, [] with "not yet 25X1
25X1 firm". No training [] after FY 79.

PCS

25X1 [] vacancies are projected: [] 25X1
25X1 [] Charts IV and V show [] candidates for vacancies, but only one
25X1 name is listed. [] officers are on the EDR. [] have assignments 25X1
25X1 and [] training, but not beyond FY 79. There are [] GS-13's or 25X1
14's on the EDR and no goals or achievements for EEO.

CMS

25X1 [] vacancies are projected: [] 25X1
25X1 [] No names are listed. [] on the EDR with a broad 25X1
statement relative to a developmental assignment but no identification
of substantive content. No training planned.

EPDS

25X1 [] vacancies are projected: [] 25X1
25X1 [] Charts IV and V reflect candidates, but no names are listed.
25X1 [] officers are on the EDR, all with assignments, but [] with 25X1
training.

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CCS

25X1 [] vacancies are projected for FY 80, but only one name is
25X1 listed. [] officers are listed on the EDR, all with assignments,
25X1 but [] with training. No EEO goals or achievements are reported.

IAD

25X1 [] vacancies are projected: [] 25X1
25X1 [] Although Chart V shows [] 25X1
25X1 no names are listed. There are [] officers on the EDR. Assignments
and training appear to be reasonable.

AF

25X1 [] vacancies are projected: [] 25X1
Although Charts IV and V reflect candidates, no names are listed. There
25X1 are [] officers on the EDR; most are continuing in their current
assignments. Training courses are standard ones, one per person.

FRD

25X1 [] vacancies are projected: [] 25X1
25X1 [] Although Charts IV and V reflect some candidates, specific names
25X1 are not listed. Of [] officers on the EDR, [] have one training 25X1
course planned, the others none. All have general assignments. No
EEO goals or achievements are reported.

EUR

25X1 [] vacancies are projected: [] 25X1
25X1 [] Charts IV and V reflect [] candidates, but [] 25X1
25X1 [] individuals are specifically named. There are [] officers on the 25X1
EDR and the assignments and training for them appear to be well-planned.

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EA

25X1 [] are projected: [] 25X1
25X1 [] Although Charts IV and V reflect sufficient numbers of
25X1 candidates, [] individuals are specifically named. There are [] 25X1
25X1 listed on the EDR (Chart II A []) with assignments. Training is
barely adequate.

NE

25X1 [] vacancies are projected: [] 25X1
Chart V reflects sufficient candidates, but no names are listed. The
25X1 [] officers on the EDR have assignments planned for them but no
training for any of them. [] are overseas. 25X1

SE

25X1 [] vacancies are projected: [] 25X1
25X1 [] candidates are named; a few more are reflected on
25X1 Charts IV and V. Of the [] officers on the EDR, [] with no 25X1
assignments planned are slated for any training.

LA

25X1 [] vacancies are projected: [] 25X1
25X1 [] candidates are named, although Charts IV and V reflect
considerably more. Good planning is shown for [] officers on the 25X1
EDR.

IMS

25X1 [] vacancies are projected: [] 25X1
25X1 [] No candidates are listed, but Charts IV and V reflect candidates
for all positions except one to be filled from outside IMS. There are

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25X1 ☐ on the EDR. Planning appears to be reasonable, except ☐ 25X1
officers with no training.

DCD

25X1 ☐ vacancies are projected: ☐ Although 25X1
candidates are not named for specific jobs, it is clear from the list
of candidates that the vacancies can be filled. There are ☐ officers 25X1
on the EDR. ☐ have no training planned; the others appear to be in
good shape.

OED

25X1 ☐ vacancies are projected for FY 79. There are no candidates
listed and no officers on the EDR.

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PERSONNEL DEVELOPMENT PROGRAM
PERSONNEL PLANNING
STATUS REPORT - 1 OCTOBER 1978

1. Number of executive level positions in Career Service (all GS-17, 16 and SPS positions plus selected GS-15 positions).

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25X1

2. Number of fully qualified officers in grades GS-17, 16, 15 and SPS.

--

25X1

3. Number of Development Roster officers expected to qualify for Executive List in fiscal year 1979.

--

25X1

4. Are there any positions listed in item 1 above for which there is no individual in item 2 or 3 who can replace the incumbent?

yes

If so, please identify positions. (If more space is needed, please use reverse side of this page.)

see individual sheets

" " "

" " "

" " "

5. Are there candidates for these positions on the Roster who will be qualified during FY 80, 81?

see individual sheets

Will the above candidates satisfy all position requirements?

" " "

If not, what plans are being made to develop or identify qualified replacements - outside the Career Service, recruitment outside the Agency?

" " "

25X1

25X1

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